

**State of Montana Information Technology Board
Minutes
December 13, 2016
10:00 AM
Radisson Hotel, Natatorium**

Members Present:

Sheila Hogan, DOA, Chair
Ron Baldwin, CIO/SITSD
Kenneth Bailey, OPI
Susan Fox, LEG
Mike Kadas, DOR
Chris Mehl, Bozeman City Commission
Jennie Stapp, MSL

Richard Opper, DPHHS
Jim Reno, Yellowstone County Commission
Amy Sassano, OBPP, Alternate
George Parisot, DLI, Alternate
Stuart Fuller, DPHHS, Alternate
Joe Chapman, DOJ, Alternate
Kreh Germaine, DNRC, Alternate

Staff Present: Wendy Jackson, Marilu Hanson

Guests Present: Dan Lloyd, Jason Pekovitch, Samantha Mongoven, Becki Kolenberg, Lynne Pizzini, Sky Foster, Tim Bottenfield, Mike Bousliman, Linda Kirkland, Jerry Marks, Audrey Hinman, Art Pembroke, Andrew Quist, John Daugherty, Tami Gunlock, Quinn Ness, Jody Troupe, Amber Godbout, Bob Drake

Real-time Communication: Dan Whitesitt, Jerry Steinmetz, Carol Arkell

Welcome and Introductions

Ron Baldwin welcomed the board to the December 13, 2016 Information Technology Board (ITB) meeting. All members and guests were introduced.

Minutes

Joe Chapman made a motion to approve the September 8, 2016 minutes as presented. Kreh Germaine seconded the motion. Motion carried.

Business

Volume 10

Amy Sassano gave a brief presentation on Volume 10, which was released on November 15, 2016. The purpose of Volume 10 is to provide Legislature and the public with a summary of agency Information Technology (IT) use and expenditures. The Finance Committee has recommended that this volume be used by legislative subcommittees as an informational component when reviewing agency budgets. Volume 10 is intended as a strictly informational tool.

Montana Interactive Update

Becki Kolenberg gave an update on Montana Interactive (MI) activities. In the Government Services Status Report, Ms. Kolenberg explained that the State of Montana has saved \$14.7M since the beginning of the partnership with MI. Ms. Kolenberg also outlined numerous awards received by MI over the life of this contract. Over 1,800 e-Government (eGov) activities have been completed through this partnership including; custom services, over the counter payment solutions, major enhancements, shopping cart solutions, payment processing integrations, mobile event agendas, mobile payment solutions and conference/training events. Ms. Kolenberg stated the General Managers report was modified to provide clarification of financial details. To date, there have been over \$3.9M nonmonetary transactions processed. The General Managers report also includes monetary transactions processed by MI, as well as other financial transactions where payment information is collected through a MI solution. Of the \$220M collected through these fiscal transactions, \$213M is remitted back to the state, counties, and cities. Ms. Kolenberg stated more detailed financial reports are available upon request. This report states a total of 27 activities have been completed through the state partnership with MI in Q3 of 2016. Ms. Kolenberg also reported the MI Development and Project Management Team have begun to utilize the Agile Project Methodology Approach and will continue to do so in Q4. In terms of customer service, MI addressed over 27,000 customer inquiries in 2016.

eGovernment Workgroup Progress Update

Joe Chapman presented an update on eGov Workgroup activities. The workgroup met with Tennessee and Oklahoma to explore options for eGov in the State of Montana. Meetings are scheduled with Utah and Texas to discuss their approach to eGov, as well. One approach taken by other states is to handle processing within state resources and outsource web development. Another approach is to use fees from resources to fund government services that do not generate revenue. The workgroup recommended ITB extend the working contract with MI until the end of 2018. This will allow time for development of a Request for Procurement (RFP) and a recommendation to ITB on eGov procurement going forward. Mr. Chapman stated that the workgroup welcomes all individuals who would like to participate. Interested parties should contact Mr. Chapman at Jchapman@mt.gov.

Public Comment

Several local government officials voiced support for extending the Montana Interactive contract. Mike Bousliman recommended that the eGov procurement process be approached in a methodical and disciplined way. Mr. Bousliman commented that replacement of current MI service is a large project and will take time to complete. He emphasized the importance of expending energy during the three remaining optional contact years with MI to focus on improving current services and prepare for the future.

Community Broadband Infrastructure

Dan Lloyd and Chris Mehl gave a presentation on Community Broadband Infrastructure. Mr. Mehl spoke to the board concerning utilization of Montana Department of Transportation (MDT) right of way for expansion of broadband and conduit throughout the state. He emphasized the importance of broadband and conduit and the expense related to laying this conduit. The use of MDT right of way to establish broadband service would make this project more viable both financially and logistically. MDT right of way would also allow this project to be completed on a much shorter timeline. Mr. Mehl requested that ITB approve a motion to urge all state agencies to permit broadband and conduit in right of way. Mr. Mehl also requested that ITB approve a motion to ask Legislature to address this issue.

Mr. Lloyd gave a high level overview of community broadband and relevant state statutes. Benefits of broadband include economic development, health, safety, and education.

Public Comment

Shelia Hogan stated ITB is an advisory group and is not authorized to make motions towards and direct the actions of another agency. Ms. Hogan stated that a conversation be held with the director of MDT before any action is taken.

Several members of ITB agreed that discussions should be held with MDT before a motion is made.

Motion: Mr. Baldwin made a motion that a workgroup of ITB be formed to study the broadband problem. They are to obtain more information and bring back recommendations to the board via email before the June 4, 2017 meeting. Mr. Chapman seconded the motion. The motion carried.

Enterprise IT Convergence

Jerry Marks gave an update on progress of IT Convergence. Governor Bullock signed an Executive Order for Information Technology Convergence on May 24, 2016 which requires all executive branch agencies to utilize enterprise systems. Convergence achievements include: implementation of formal project management for IT convergence and the assignment of an SITSD engineer to each agency to ensure all technical issues are resolved. SITSD engaged in project kick off meetings. Hardware and software inventories for required agencies have been received. Nine agencies have converged and six more will join by the end of March 2017. The goal is to have all Executive Branch agencies moved to shared infrastructure by the end of 2017.

911 Legislation

Quinn Ness gave a report on 911 legislation which was proposed by the Energy and Telecommunications Interim Committee. The legislation is House Bill 61 and is being sponsored by Representative Frank Garner. The Governor has not taken a formal position on this legislation. More information on House Bill 61 can be found on the Montana Legislature website at <http://www.leg.mt.gov/css/default.asp>.

Biennial Report Review

Mr. Baldwin gave a brief report on the biennial report. The report draft has been posted for the boards review and consideration. The biennial report is a statutory requirement which compares current progress against agency IT plans from the last biennium. The agency's IT plans of 2014 and 2016 are posted at <https://sitsd.mt.gov/>. Mr. Baldwin stated that questions regarding the biennial report should be directed to Jennifer Schofield at jschofield@mt.gov.

Standing Reports

Information Technology Managers Council (ITMC) Update

Sky Foster gave a report on the Information Technology Managers Council (ITMC). As the council recommended, SITSD recently completed implementing software and policies to manage mobile devices in the Enterprise. An Enterprise Content Management (ECM) workgroup was developed to facilitate migration of agency content management systems from FileNet to the Lexmark Perceptive Content System. The Air Watch Mobile Device Management System and Enterprise Mobile Device Management Policy have been put into place. The Asset Management Inventory work group is researching options to better manage Enterprise assets more centrally and consistently. The workgroup has requested information and, based on these results, will be making a recommendation to the council at our next ITMC meeting.

The ITMC executive team is currently one member short. The council is soliciting nominations for a replacement. Interested parties should contact Mr. Foster at skyfoster@mt.gov. The next ITMC meeting is scheduled for January 4, 2017, and will be held at the Department of Environmental Quality building, Room 111.

MT-Information Security Advisory Council (MT-ISAC) Update

Lynne Pizzini gave a brief report on the Montana Information Security Advisory Council (MT-ISAC). SITSD held several events over October to raise awareness for Cyber Security. Training has been reset for the year and all state employees will renew their cyber security training. Lynne Pizzini stated that a Department of Homeland Security grant has been secured to provide cyber security training to all county government employees. The Best Practices workgroup is working on a product called Endpoint Security to augment antivirus on state devices. This group has also approved the Vulnerability Management Best Practices document. Currently, the workgroup is reviewing the Acceptable Use Best Practice document. This document will be placed on the agenda for approval at the next MT-ISAC meeting. The council is also working on Data Loss Prevention (DLP) which will look at data as it is exchanged to ensure that sensitive information, such as social security numbers and health related information, are not being shared in unprotected areas. The situational workgroup is developing a plan for communication with private industry concerning potential vulnerabilities. MT-ISAC also received a presentation from Brett Dahl from the Risk Management Tort Defense area on cyber insurance.

Member Forum

None

Public Comment

None

Next Meeting

Thursday, June 8, 2017
10:00 AM to 12:00 PM
DEQ, Room 111

Adjourn

The meeting adjourned at 12:11 PM